

U.S. Department of Labor
Office of the Solicitor – Office of Information Services
2017 Freedom of Information Act Annual Report October 1, 2016 THROUGH September 30, 2017
“Template”

With the exception of this template, DOL will be using SIMS-FOIA as the sole source of data for the compilation of the FY 2017 FOIA Report.

The following chart on “FOIA Personnel and Costs” should be completed with information pertinent to your respective component. All information must be submitted to the Office of Information Services by COB, October 27, 2017.

Name of Reporting Office: VETS Agency - National and Regional Offices Consolidated

Name of Person Preparing Report and Phone Number - Ann Dubois 202-693-4759

IX. FOIA PERSONNEL AND COSTS

A. Personnel

- ◇ “Full-time FOIA employee”: Performs FOIA duties 100% of the time.
- ◇ “Equivalent full-time FOIA employee”: Created by adding the percentages of time spent on FOIA duties by employees doing less than full-time FOIA duties.
- ◇ Employees performing less than full-time FOIA duties are either:
 - (a) Part-time employees who perform FOIA duties all or part of the time, OR
 - (b) Full-time employees who perform FOIA duties less than 100% of the time.

Note: Example of how to calculate the number of “Equivalent full-time FOIA employees.”

Assume three full-time employees with part-time or occasional FOIA duties. If Employees #1 performs FOIA duties 50% of the time, and Employees #2 and #3 perform FOIA duties 25% of the time, together they perform 100% (50 + 25 +25) FOIA duties.

Therefore, the FOIA duties for these three employees are the equivalent of one “full-time FOIA employee”, because “full-time FOIA employee” is equal to 100%.

Thus, the number “1” would be reported in Column 2 of the chart.

| | PERSONNEL | | | COSTS | |
|---------|---|---|---|--|---|
| | Number of “Full-Time FOIA Employees” | Number of “Equivalent Full-Time FOIA Employees” | Total Number of “Full-Time FOIA Staff” (The sum of Columns 1 & 2) | Processing Costs (At “Initial Request” and “Appeal” levels) <i>Examples of Costs</i> *Pro-rated Salaries *IT Related Services *Supplies, etc. | Litigation- Related Costs <i>(To be completed by the MALS Litigation Division Only)</i> |
| ADJ BDS | | | | | |
| ALJ | | | | | |
| ASP | | | | | |
| BLS | | | | | |

| PERSONNEL | | | COSTS | | Total Costs |
|---|---|---|--|---|-------------|
| Number of “Full-Time FOIA Employees” | Number of “Equivalent Full-Time FOIA Employees” | Total Number of “Full-Time FOIA Staff” (The sum of Columns 1 & 2) | Processing Costs (At “Initial Request” and “Appeal” levels) <i>Examples of Costs</i> *Pro-rated Salaries *IT Related Services *Supplies, etc. | Litigation- Related Costs <i>(To be completed by the MALS Litigation Division Only)</i> | Total Costs |
| | | | | | |
| CFO | | | | | |
| EBSA | | | | | |
| ETA | | | | | |
| EXEC SEC | | | | | |
| ILAB | | | | | |
| MSHA | | | | | |
| OASAM | | | | | |
| OCIA | | | | | |
| ODEP | | | | | |
| OFCCP | | | | | |
| OIG | | | | | |
| OLMS | | | | | |
| OPA | | | | | |
| OSEC | | | | | |

| PERSONNEL | | | COSTS | | |
|---|---|---|--|---|-------------|
| Number of "Full-Time FOIA Employees" | Number of "Equivalent Full-Time FOIA Employees" | Total Number of "Full-Time FOIA Staff" (The sum of Columns 1 & 2) | Processing Costs <i>(At "Initial Request" and "Appeal" levels)</i> <i>Examples of Costs</i> *Pro-rated Salaries *IT Related Services *Supplies, etc. | Litigation- Related Costs <i>(To be completed by the MALS Litigation Division Only)</i> | Total Costs |
| | | | | | |
| OSHA | | | | | |
| OWCP | | | | | |
| SOL | | | | | |
| VETS | 3.28 | 3.28 | \$280,279. | | \$280,279. |
| WB | | | | | |
| WHD | | | | | |
| TOTAL | | | | | |

F. Discussion of Other FOIA Activities (optional)

Provide any further information about your agency's efforts to improve FOIA administration.

U.S. Department of Labor VETS

2018 Freedom of Information Act Annual Report October 1, 2017 THROUGH September 30, 2018

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The following chart on “FOIA Activities and Costs” should be completed with information pertinent to your respective component. **All information must be submitted to the Office of Information Services by COB, October 26, 2018.**

VETS

Name of Reporting Office _____

Carrie Timus – (202) 693-4718

Name of Person Preparing Report and Phone Number _____

IX. FOIA PERSONNEL AND COSTS

A. Personnel

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◇ “Equivalent full-time FOIA employee”: Created by adding the percentages of time spent on FOIA duties by employees doing less than full-time FOIA duties.

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| PERSONNEL | | | COSTS | | Total Costs |
|---|---|---|--|--|-------------|
| Number of “Full-Time FOIA Employees” | Number of “Equivalent Full-Time FOIA Employees” | Total Number of “Full-Time FOIA Staff” (The sum of Columns 1 & 2) | Processing Costs (At “Initial Request” and “Appeal” levels) <i>Examples of Costs</i> *Pro-rated Salaries *IT Related Services *Supplies, etc. | Litigation- Related Costs <i>(To be completed by the MALS Litigation Division Only))</i> | |
| VETS | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| TOTAL | 1 | 2.48 | 3.48 | 324,070 | |

F. Discussion of Other FOIA Activities

Please provide the following information regarding the number of times a law enforcement exclusion was used and the number of records that were made available for public inspection under subsection (a)(2) of the FOIA (proactive disclosures).

Law Enforcement Exclusions

| Agency | Number of Times An Exclusion Was Used |
|--------|---------------------------------------|
| VETS | 0 |

Proactive Disclosures

| Agency | Number of Records Made Available for Public Inspection or Proactively Disclosed |
|--------|---|
| VETS | 0 |

Fees Collected Status Report

5/1/2019

| Agency | Requestor | Billed | Received | Status | Response Date |
|-----------------|----------------------|----------|----------|--------|---------------|
| VETS Region III | Daniel J Schneider | \$163.13 | \$0.00 | Closed | 4/11/2019 |
| VETS Region VI | Sean McAllister | \$547.00 | \$0.00 | Closed | 10/17/2018 |
| VETS Region IV | Jess Davies | \$39.97 | \$0.00 | Closed | 9/20/2017 |
| VETS Region VI | Michael W Mnoukian | \$177.27 | \$0.00 | Closed | 8/14/2017 |
| VETS N. O. | Peter Romer-Friedman | \$212.45 | \$0.00 | Closed | 4/18/2017 |
| VETS Region II | Michael D. Sims | \$21.90 | \$0.00 | Closed | 3/24/2017 |
| VETS N. O. | Nancy A Mangone | \$120.00 | \$0.00 | Closed | 2/14/2017 |